

Community Update

Notes to BOP'S Local Partners

December 2005

A word from the Administrator: No. 47

In my opinion, 2005 has been a good year. We have strengthened our working relationships and have taken some progressive steps. During 2005, we advertized for our first performance based CCC and quickly followed that with four more. We began two demonstration projects to finalize the transitional skills program for CCC inmates, we continued our commitment to meet with interested contractors to listen to their ideas and comments, and we gave you the opportunity to comment on our job performance in our first Customer Satisfaction Survey.

There were a number of other accomplishments during the year you can also take pride in, like securing placement for over 98 percent of all CCC referrals sent to you, or limiting the number of inmates removed from our CCC programs. Despite all these accomplishments, there is still more to do and while 2006 brings a lot of promise, it also bings some challenges. However, I am confident you will all rise to meet these challenges and 2006 will be another great year.

Census Bureau Survey

In the next several weeks you will be receiving the 2005 Census of State and Federal Adult Correctional Facilities. The Bureau of Justice Statistics is coordinating the distribution of the survey for the Census Bureau. Not all of the questions may be directly applicable to your facility, but we ask that you answer the questions to the best of your ability. If you have any questions about the survey, you may call the Census Bureau at 1-800-253-2078. The deadline for completion of the survey is March 15, 2006. Please complete the survey and return it as soon as possible.

Residential Reentry Center (RRC) SOW

A draft version of the Residential Re-entry Center SOW was posted on www.fedbizopps.gov on December 13, 2005, for industry comment. This is an updated version of our traditional CCC SOW with a new name. We wanted to take advantage of the recent emphasis on reentry and we thought removing "correctional" from the name

might be better for our image. Comments are due back to us by March 1, 2006. We are interested in your input and I encourage you to review the draft and let us know what you think.

Employment Readiness Survey

It has been a couple of years since we last asked you about the employability of inmates being transferred to your programs. We have updated the survey and are including it in this mailing. The information you have provided in the past has been useful to us and we encourage all of you to complete the survey for inmates arriving at your facility during February 2006 and return it to us no later than March 15, 2006, via the fax number provided at the end of the form. If you have any questions regarding the Employment Readiness Survey, please contact Ms. Ellen Fields at (202) 305-8733.

Bonding Program

Federal Prison Industries (UNICOR) will soon begin a program to purchase Fidelity Bonds to provide \$5,000 bonding insurance for all federal prisoners who were employed by UNICOR during their incarceration.

Fidelity bonding is a form of business insurance usually purchased to indemnify employers for loss of money or property sustained through the dishonest acts of their employees. This "employee dishonesty insurance" is generally considered a good business management practice, and is purchased by most employers.

The UNICOR Federal Bonding Program will be administered by the Inmate Transition Branch (ITB). The ITB has drafted a flyer on the program (see attached). As inmates near release, they participate in pre-release activities, including classes on job seeking, resume writing and interviewing, and mock job fairs. All inmates with a FPI work history who are engaged in pre-release programs, will be provided a sample application letter they can tailor, along with a Bond Certification Form a prospective employer can complete, in order to activate the fidelity bond.

More information on this program will be forthcoming; however, we wanted to give you heads up.

Community Corrections Contractor's Meeting

Since November of 2000, we have been hosting an annual meeting with interested contractors to discuss issues and initiatives. These meetings have produced some good ideas and have helped us to keep moving in the right direction.

To build on the progress we have achieved, we want to schedule our next meeting. The dates we have selected are Monday, April 24, 2006, and Tuesday April 25, 2006. As is customary, the meeting will be held in Washington, DC. We will be meeting all day on the 24th (8:30 AM to 4:00 PM) and on the 25th we will begin at 8:30 AM and end our meeting at about 12:00 noon. Participants will be responsible for their own travel and lodging expenses. We can accommodate around 20 participants, but encourage all of you who are interested to let us know.

If you are interested in attending, please contact Ron Hayes, Assistant Administrator, Community Corrections and Detention Services Branch at (202)305-8741, or e-mail him at rxhayes@bop.gov by March 15, 2006. When responding, please provide a telephone number, fax number, and an e-mail address if available. Once all interested parties have responded, we will finalize the participant list and will notify you with the details, including the meeting location and possible hotel locations.

Happy holidays and I look forward to working with each of you in the new year.

Stewart Rowles
Administrator
Community Corrections and
Detention Services Branch
Correctional Programs Division

Examples of best practices or your comments and ideas on CCC utilization, may be mailed to: Federal Bureau of Prisons, Community Corrections, 320 First Street, Bldg. 400, NW, Washington, DC 20534, or e-mail them to bop-ccd/comm_corr~

UNICOR FEDERAL BONDING PROGRAM

Purpose: The UNICOR Federal Bonding Program is designed to provide theft insurance for employers who hire ex-federal offenders.

Administration of Program: The Inmate Transition Branch of the Federal Bureau of Prisons/UNICOR will administer the program.

Effective Date: Bonding coverage up to \$5,000 will be available for employers that hire ex-federal offenders after February 1, 2006.

Procedures: Employers that have hired eligible ex-offenders may apply (on a standard application form) for the insurance, at no cost to the employers or to the employees. The initial bond, paid for by UNICOR, covers the first six months of employment and is renewable by the employers at commercial rates. In the event of theft of money or property the provided insurance will reimburse the employers up to the bond value.

Cost: UNICOR will pay to the McLaughlin-Travelers Insurance \$75 per \$5,000 of coverage.

Eligibility: An ex-offender must have worked in UNICOR for at least 6 months during incarceration in a federal correctional institution and must seek coverage within one year after release. Each offender will be entitled to coverage for one job after residence in a Residential Re-entry Center (RRC - or halfway house) is completed.

Program Information: Information about the program will be made available through:

- ** Individual inmate employment folders
- ** Inmate orientation programs, bulletin board posters and materials in institution inmate libraries, and employment resource centers
- ** Staff training programs
- ** Information materials available from by RRC's and federal probation offices
- ** Timely articles in the BOP newsletter MONDAY MORNING HIGHLIGHTS and other publications

Additional Information: The Inmate Transition Branch Federal Bonding Specialist will be available at 202-305-4430, to answer any questions about the program.

EMPLOYMENT READINESS QUESTIONNAIRE

FEBRUARY 2006



FACILITY: _____

CITY: _____ STATE: _____

INDIVIDUAL COMPLETING THE FORM: _____
and JOB TITLE: _____

TELEPHONE NUMBER: _____

INSTRUCTIONS: The following information is to be completed for institution transfers received at your facility during the month of February 2006. **DO NOT include** probation or supervision cases in this survey. If you have any questions, please contact Ellen Fields at (202)307-3171.

Please provide the number of inmates received at your facility during February: _____ Of that number:

1. How many arrived without a social security card?: _____
2. How many arrived without a picture ID?: _____
3. How many arrived without a birth certificate?: _____
4. How many arrived without a resume?: _____
5. How many earned a GED while in federal prison?: _____
_____ Of those, how many had a copy of their GED certificate?: _____
6. How many earned a vocational training (VT) certificate while in federal prison?: _____ Of those, how many had a copy of their VT certificate?: _____
7. How many had a copy of their apprenticeship records?: _____
8. How many secured employment prior to arriving at the CCC?: _____
9. Were the inmates that arrived during February 2006, more "job ready" than those received during February 2005?
Yes _____ No _____ No change _____

10. Of those arriving during February 2006, how many were unable to work due to medical or mental health reasons?:

Medical_____ Mental_____ Co-Occurring_____

11. Of those arriving during February 2006, how many participated in the ***Inmate Placement Program?***: _____

12. Of those arriving during February 2006, how many participated in a ***Job Fair Training Program?***: _____

13. Of those arriving during February 2006, how many participated in a ***"Mock" Job Fair*** prior to arriving at the CCC?: _____

14. How many arrived with a release folder?: _____

15. What can institutions do to strengthen job readiness prior to CCC placement?:

Additional comments:

Please return the survey no later than March 15, 2006, via fax to:
202-307-2376, ATTN: Ellen Fields

THANK YOU FOR YOUR COOPERATION!